

**FAQ (Frequently asked questions) from the Info sessions organized on 07.06.2021 in:**

Albania, Kosovo, Montenegro, North Macedonia, and Serbia

**1. Is it obligatory to have a co-applicant?**

A co-applicant (partner) is obligatory. The partnership with a media outlet/organization is obligatory and should be demonstrated with a Letter of Support or Memorandum of Understanding, as well as within the project application.

**2. Some organizations do not perform an organizational audit, rather only for certain projects when such expense is budgeted. Is it a problem if the audit is not submitted? Or how to address such issues?**

The audit report is not mandatory, but if the organization possesses such report, feel free to submit it along with the application.

**3. How can we as a school apply for the grant and what are the pre-conditions we need to fulfill? Can sport clubs apply?**

The Call is open only for CSOs (In the case of North Macedonia, only those formed under the [Law on associations and foundations](#)), in partnership with media outlets/organizations.

**4. Are organizations without previous experience in project management eligible?**

Applicants need to have at least 1 year experience in project management in the country where they are applying from.

**5. Can two organizations from different countries apply as partners?**

No. The foreseen activities need to be implemented by the applicants and co-applicants within the country where they are registered and where they act.

**6. What is the recommended maximum number of partners?**

There is no maximum number of partners, but for each of the partners the applications needs to contain information on their meaningful involvement, which activities they are going to be included in – and how, and how will their inclusion and participation provide added value to the grant.



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**7. Should the media partner be registered as a company which acts as a media, or can it also be a CSO operating as a media?**

Both options are eligible.

**8. Does the documentation, including Memorandums of Understanding and CVs be in English?**

The whole documentation needs to be in English language. The registration documents for the organization can be in the local language of the country where they are applying. If there is no other option, Memorandums of Understanding can be in the local languages of the country where they are applying.

**9. What experience do the applicants need to participate in the Call?**

Applicants need to have at least 1 year experience in project management in their countries, as well as previous experience in advocacy activities towards relevant institutions on issues of relevance for their target groups.

**10. Can we apply on the Call with a proposal involving kids up to 15 years old in the area of culture? Is the Call open for organizations in the area of health?**

The Call is open to all CSOs and does not discriminate according to social spheres.

**11. Can the grant be used for internal capacity building for digital skills for the CSO which will give services to their target group?**

No.

**12. Which target group should our activities be focused on?**

The final beneficiaries from the activities and its results should be the citizens, i.e. the specific category of citizens that the applicant works with based on the issues they have mapped as urgent and important.

**13. Do we need to ensure co-financing?**

Providing co-financing is not one of the mandatory requirements under the Call.

**14. What costs fall under Human Resources (30%)?**

Costs for "Human Resources" refer to the persons who are engaged in the implementation of the project, whether they receive a salary or a honorary fee. When filling out the budget table, this breakdown should be demonstrated appropriately.



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**15. Can people hired by sub-grantees be employed in public institutions?**

Salaries of employees in a public institution are not a justified cost. If people who are employed in a public institution are hired on a part-time basis, it is recommended to include in the agreements with the experts a clause that the project work is within their free time and that no public funds and / or resources are used for the engagement.



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